



राजपत्र, हिमाचल प्रदेश (असाधारण)

हिमाचल प्रदेश राज्य शासन द्वारा प्रकाशित

शिमला, शुक्रवार, 11 अगस्त, 2006 / 20 श्रावण, 1928

हिमाचल प्रदेश सरकार

HIMACHAL PRADESH STATE ELECTRICITY BOARD

NOTIFICATION

Shimla-4, the 26th July, 2006

No. HPSEB(Sectt.)/R&E/106-1/2006-42406-626.—Consequent upon the enforcement of Right to Information Act, 2005 and pursuance to the provision in clause (b) to sub-section (1) of section (4) of the Act, *ibid*, the H. P. State Electricity Board is pleased to publish the records and other activities of the Board, enclosed herein, for citizen to secure access to information under the control of H.P. State Electricity Board.

INFORMATION UNDER SECTION 4 (1) (b) OF THE RIGHT TO INFORMATION ACT, 2005

1. THE PARTICULAR OF ORGANISATION, FUNCTION AND DUTIES :

1.1 GENERAL :

The Himachal Pradesh State Electricity Board was constituted on the first day of September, 1971 in accordance with the Electricity (Supply) Act, 1948.

Like other State Electricity Boards in the country, the HPSEB is responsible for promoting the co-ordinated development of power potential, generation, transmission and distribution of electricity within the State in the most efficient and economical manner. The Board carries out this task effectively through the various functional agencies.

1.2 CONSTITUTION OF THE BOARD :

In accordance with the Electricity (Supply) Act, 1948, the Himachal Pradesh State Electricity Board is constituted with seven Members including the Chairman, which constitutes the full Board. Out of the seven Members, six are Whole Time Members including the Chairman and one is Ex-Officio Member. Full Board is the supreme decision making authority of the H.P. State Electricity Board. The six Whole Time Members collectively are the second level decision making authority of the Board. Apart from this, each one of them is overall Incharge in respect of the assigned specific area of responsibility in the Board on functional basis. The Secretary and Chief Engineer (P&M) assist in the transaction/processing of cases for decision of the Board.

1.3 H. P. STATE ELECTRICITY BOARD CONSULTATIVE COUNCIL :

Consultative Council is constituted in accordance with Indian Electricity Act which represents H.P. Govt., public representatives, industrial consumers, employees union under the chairmanship of Chairman, HPSEB for a period of two years. The Council meets and discusses the problems being faced by the consumers and suggests short term and long term measures to be adopted by the Board for redressing the consumer grievances.

1.4 ORGANISATIONAL SET UP:

The Head Office of the Board is located at Shimla. Overall control on different activities is exercised by the Board through Administrative, Technical and Finance & Accounts Wings. Organizational structure of the Board is displayed in the HPSEB web site www.hpseb.org.

1.5 BOARD SECRETARIAT :

The Secretary is overall Incharge of Board's Secretariat in administrative matters and he acts as the Chief Executive Officer of the Board. He also acts as a link between the Board and Chief Engineers'

as well as other Head of Departments in respect of personnel matters. Secretary is the Ex-officio Vigilance Officer of HPSEB, Public Relation, Gaz. Estt. Section/Non-Gaz. Estt. Section, HRD, R&E, Salary Admn., Confidential, PUC, Field Tech. Estt. and General Admn. of Sectt. Office as well as Land Acquisition Office(s)/ Legal Unit/ Industrial Relation Officer work under his Administrative Control.

1.5.1 CHIEF ENGINEER (P&M) :

The Chief Engineer (P&M) is dealing with all technical matters concerned with Planning, Monitoring, Statistical Data Maintenance, Co-ordination between different wings of the Board including liaison with State and Central Govt. with regard to the activities of the Board and other works pertaining to processing and sanction of estimates and project schemes etc. The monitoring and control at the Board level is being very effectively exercised with the introduction of modern management tools like CPM/PERT charts.

A Computer Cell was created in HPSEB in 1991 under Chief Engineer (P&M). Since then this cell is furthering the cause of Computerisation in all the offices of HPSEB apart from catering to the Electronic Data Processing and Office Automation needs of the Board. To bring in efficiency and transparency in the whole system, computerisation is sine-qua-non and in order to computerize all the functions of HPSEB *i.e.* administrative, financial, commercial & technical (*i/c* designs) etc., a Computer Master Plan was drawn.

1.5.2 COMMERCIAL WING :

The Commercial Wing is headed by Chief Engineer (Commercial) and is dealing with updating of Sales Manual, working out and filing of scientifically and commercially viable tariff to Regulatory Commission for approval, dealing with H.P. State Regulatory Commission on different issues from time to time, energy conservation, energy audit, working out of circle-wise and overall transmission and distribution losses, checking of pilferage of energy, maintaining of data related with number of consumers, connected load, HT/LT line length, distribution sub-stations, pending applications, dead stop/defective energy meters, power house wise monthly energy generation, energy purchased and energy sold at Board's level, dealing with power availability cases and sanction of load, preparation of data for Board's financial resources, annual plan and devise ways & means to ensure accurate metering, billing and collection to manage billing for energy sale.

1.5.3 PRIVATE SECTOR PROJECTS :

This cell is headed by Chief Engineer (PSP) & is functioning in the Board under the overall control of Member (Civil). One Director (Hydro) is attached to this unit. The job of preparation of MOUs & power purchase agreements with IPPs/CPUs is undertaken by this unit apart from framing of policies for Private/Central Sector Projects.

1.5.4 PURCHASE UNIT:

This unit is headed by Chief Engineer (MM) under the over all control of the Board. This unit is mainly dealing with the bulk procurement of stores like cement, steel, conductor and all kinds of

electrical equipments below 33 KV according to the requirement of various field units as well as procurement of stationery and printing works of the Board. The Chief Engineer (MM) is also the Secretary to the Store Purchase Committee of the Board and arranges approvals of all the purchase cases, pertaining to different units of the Board from the Store Purchase Committee.

Besides the Chief Engineer (MM), three P&D (Elect.) Units *i.e.* Director Design (Transmission), Director Design (Sub-Stations) and Director Design (Power Houses) have also been entrusted with the procurement/purchase of classified equipments for transmission lines and sub-stations of 33 KV and above and also electro-mechanical equipment for different power houses in addition to other duties of Planning and Designs.

In addition to above, field officers of various levels also have powers to purchase miscellaneous items for day to day working requirements as per the HPSEB Delegation of Financial Powers, 1992.

1.5.5 LEGAL UNIT:

This unit renders opinion/advice on legal matters to various units of the Board. The writ petitions, plaints, complaints etc. are processed/examined and vetted by the Legal Unit including examination, preparation and finalisation of lower court matters and the remotest legal ramification is referred to the Legal Unit for examination/comments including references/issues under the purview/function of Legal Unit.

In addition, Legal Unit tenders opinion on references emanating from various Units of the Board. The matters regulating the claims on account of compensation are also examined in this unit.

1.5.6 VIGILANCE/INQUIRY UNIT :

The Secretary HPSEB is the Ex-officio Vigilance Officer of the Board, Vigilance/disciplinary cases, including complaints and inquiries are dealt by this unit.

1.5.7 INDUSTRIAL RELATIONS UNIT :

This unit is headed by a Dy. Director (Industrial Relations). The main functions of this unit are to render advice on various labour problems and to maintain industrial harmony and cordial relations between the employees and management of the Board. Board has also constituted Liaison-cum-Grievances Committees at Circle/CE & Head Office levels where equal representations has been given to the employees to maintain cordial relations between the employer and the employees and to settle all disputes/grievances of the staff amicably.

This unit is dealing with the benevolent cases under the Benevolent Fund Scheme. The benefit under this scheme are available to those employees who are members of the scheme for which an

annual subscription of Rs.60/- is deducted from their pay. Reliefs under this scheme are being granted in the cases of accidents and natural calamities.

1.5.8 LAND ACQUISITION UNIT :

The Land Acquisition Officers with headquarter at Shimla and Mandi are working in the Board. These Units are dealing with Land Acquisition and Workmen Compensation cases.

1.5.9 PUBLIC RELATIONS CELL :

This Cell is headed by the Public Relations Officer. The publicity on the working of the Board is assigned to this Cell which is responsible for arranging wide coverage in Press, All India Radio, TV and other related media regarding various activities of the Board. Besides these, various consumers related activities are being executed by this Unit under Public Interaction Programme. To be a consumer friendly, various consumers related information are being depicted through Exhibition, installed in the International/ National and State fair. Energy clubs have also been formed at various places of the state to give information on energy conservations and consumer rights.

1.6 FINANCE AND ACCOUNTS WING :

The Finance and Accounts Wing is headed by the Chief Accounts Officer and functions under the overall provision of Member (Finance). This wing has been assigned the functions of maintaining accounts of the Board, preparation of final/annual accounts and annual budget of the Board, exercise internal checks over the accounts maintained in the various field offices, exercise financial control, financial planning, financial forecast, funds management, receipt and disbursement etc. The Comptroller Auditor General of India, through the Accountant General of Himachal Pradesh, Shimla, is the statutory auditor of the Board.

1.7 TECHNICAL ORGANISATIONS :

Technical organizations of the Board have been broadly classified as under :

- | | |
|--------------------------|---------------------------------|
| (i) Operation Wing | (vi) Private Sector Projects. |
| (ii) Generation Wing | (vii) Commercial Wing |
| (iii) Transmission Wing | (viii) Material Management Wing |
| (iv) Project Wing | (ix) System Operation |
| (v) System Planning Wing | |

1.7.1 OPERATION WING :

The Operation Wing of HPSEB is headed by Three Chief Engineers viz. Chief Engineer (OP) North, Chief Engineer (OP) South and Chief Engineer (OP) Central Zone. This Wing is mainly responsible for operation and maintenance of entire electricity sub transmission & distribution system

and maintenance of micro and mini power-houses. In ongoing efforts to do an even better job of meeting its consumer's needs, operation wing provides a broad range of services, not only for major industrial customers but for domestic consumers as well. Besides this, the construction works relating to Rural Electrification, Construction of Sub-Transmission System upto 33 KV, System Improvement and execution of Deposit Works are entrusted to this wing.

1.7.2 GENERATION WING :

The Generation Wing of HPSEB is headed by Chief Engineer (Gen.) and has been entrusted the duties of Planning, Design, procurement and execution of all electrical works of new Projects including Renovation & Modernisation, operation and maintenance of existing power houses under the control of Chief Engineer (Generation).

1.7.3 TRANSMISSION WING :

This Wing headed by Chief Engineer (Transmission) has been assigned the duties of Planning, Design, procurement, construction and maintenance of EHV/HV lines and sub-stations (66 KV and above).

1.7.4. PROJECT WING :

Investigation, planning, design and execution of hydel projects are entrusted to this wing. There are five Chief Engineers as detailed hereunder:

1.7.4.1 CHIEF ENGINEER (PROJECTS) SHIMLA :

Execution of civil works for Bhaba Augmentation Hydro Project, Khauli Hydro Project and some other investigation works in Satluj Basin have been entrusted to this Chief Engineer.

1.7.4.2 CHIEF ENGINEER (DESIGNS) SUNDERNAGAR :

Design & preparation of const. drawings & technical specifications of civil/mechanical components of the ongoing projects like Kashang, Bhaba Aug., Ganvi-II, Uhl Stage-III, Khauli, Thiro, Larji and detailed engineering of new schemes has been entrusted to this Chief Engineer. Central soil and concrete research lab attached with this wing carries out all kinds of tests on construction material and concrete for various projects under construction/investigation. Meteorological data, rainfall, discharge and silt data etc. is also maintained in this wing.

1.7.4.3 CHIEF ENGINEER (LARJI HYDEL PROJECT) BHUNTER :

Planning and construction of Larji Hydel Project has been entrusted to this Chief Engineer.

1.7.4.4 CHIEF ENGINEER (I&P) SUNDERNAGAR :

This unit has been assigned the works for execution of Holi Hydel Project, Survey & Investigation, formulation of PFRs and DPRs of hydroelectric schemes in Ravi, Beas, Chenab & Yamuna basins and obtaining the techno-economic & MOEF clearances from Govt. of India.

1.7.4.5 SYSTEM OPERATION :

This Wing headed by Chief Engineer (System Operation) has been assigned the duties of State Load Despatch Centre (SLDC), interstate export and import of power, matter relating to CERC and settlement of civil works disputes arising between HPSEB and other parties, through arbitration.

The main responsibilities of HPSLDC are:

- (i) Monitoring of system parameters and security.
- (ii) To ensure the integrated operation of the power system of HPSEB with Northern Load Dispatch Center.
- (iii) System studies, planning and contingency analysis.
- (iv) Analysis of tripping/disturbances and facilitating immediate remedial measures.
- (v) Daily scheduling and operational planning.
- (vi) Facilitating bilateral exchanges.
- (vii) Computation of energy dispatch and drawal values using SEMs.

1.7.4.6 SYSTEM PLANNING WING :

System Planning Wing headed by Chief Engineer (Electrical) is entrusted with the long terms planning of transmission & Sub-transmission system in Himachal Pradesh, preparation of electrical chapters of new & future hydro-electric power projects, preparation of schemes for rural electrification, system improvement and for requirement of capacitors in various sub-stations. Revision of transmission schemes is also undertaken by this wing. The Chief Engineer (System Planning) is the Nodal Officer in respect of schemes of electrical works being funded by M/s PFC Ltd. APDRP schemes of Ministry of Power, Govt. of India and Ministry of Non-Conventional Energy Sources, New Delhi. He is also the signatory of all the loan documents relating to PFC Financed Electrical schemes, besides forwarding the payments and reimbursement claims pertaining to these schemes.

1.8 SUBSIDIARIES OF THE HPSEB :

To execute the projects on Fast Track basis, two Special Purpose Vehicles namely Himachal Pradesh Jal Vidyut Vikas Nigam Limited and Pabbar Valley Power Corporation Ltd. have been constituted under HPSEB. The Jal Vidyut Vikas Nigam Ltd. has been entrusted with Kashang Hydel Project (66 MW), Ganvi-II Hydel Project (10 MW) and Uhl-III Hydel Project (100MW). The Pabbar Valley Power Corporation Ltd. has been entrusted with the task to expedite Hydel Potential available in the Pabbar river basin.

1.9 SANCTIONED STRENGTH OF BOARD EMPLOYEES (EXCLUDING NJPC) AS ON 16-5-2006 :

	<i>TEMP</i>	<i>PMT</i>	<i>TOTAL</i>
CLASS-I	783	498	1281
CLASS-II	389	228	617
CLASS-III	9821	7103	16924
CLASS-IV	8970	3412	12382
G.TOTAL ..	19963	11241	31204

2. THE POWERS AND DUTIES OF OFFICERS AND EMPLOYEES OF THE BOARD :

The Full Board consisting of seven Members is supreme decision-making authority of the HPSEB. All other authorities exercise power delegated to them by the Board from time to time. The Board meets periodically to transact the business placed before it. In the transaction of business, it is assisted by Secretary who is responsible for presenting matters for decision by the Board, keeping a record of its decision, circulating these decisions to the concerned quarters and for ensuring proper follow-up action.

The functions of the Board are prescribed in Chapter-IV of the Electricity (Supply) Act, 1948. Accordingly the Board is charged with the generally duty of promoting the coordinated development of generation, supply distribution of electricity within the state in most efficient and economical manner.

The organization of the Board below the level of Members is divided into Technical, Operational, Commercial, Administrative Deptt. and Accounts Wing etc. These departments are headed by the Chief Engineers and Chief Accounts Officer. The Secretary heads personnel and General Administration in his own organization and assists the Board in transacting its business.

The brief write up of works under various Members is as under :—

2.1 Member(Admn): Member (Admn.) will responsible for the following functions :—

(i) General Administration:

- Headquarters Organisation.
- Rules and Regulations regarding the functioning of the Board.
- Accommodation-official and Residential.
- Public Relations including publicity, advertisement and public grievances.

- (e) Vehicles and Transport.
- (f) Industrial and Labour Laws.
- (g) Organisation and Method.
- (h) Legal and Judicial matters.
- (i) General Co-ordination including inter-state matters.

(ii) Personal Administration :

- (a) Recruitment and Service Rules.
- (b) Staffing Norms.
- (c) Appointments, Promotions etc.,
- (d) Training and Departmental Examination.
- (e) Vigilance, Conduct Rules and Disciplinary proceedings.
- (f) Welfare and Recreation, Grievances of the staff.

2.2 Member (Finance) :

Member (F&A) will be generally responsible for supervision of the accounts organization and its functions. The main functions of this organization are:—

- (i) To have proper system organization for the maintenance of the accounts of the Board. They shall maintain or cause to maintain the adequate record of assets, liabilities and other financial transactions of the Board. In particular they shall be responsible for maintenance of adequate system of store accounts.
- (ii) Compilation of Annual Accounts of the Board, including Balance Sheet and Profit and Loss account in prescribed forms.
- (iii) Custody and control over cash, adequate arrangements with Bankers of the Board will be made for receipt and disbursement of cash and their accountal.
- (iv) The preparation of the Board's annual and supplementary financial statements and their submission to the Board.
- (v) Prescribing a sound system of internal audit of Board's Revenue collection and expenditure and reporting, the results of internal audit to the Board for necessary action.
- (vi) Verification of stock and disclosure of variations of physical stocks from books, alongwith identification of surplus stock wherever disclosed, to the Board through periodical reports.

- (vii) Scrutiny of expenditure and estimates.
- (viii) Purchases and pricing policies.
- (ix) Member will be associated in all service matters having financial implication such as sales of pay, DA, bonus and gratuity etc. creation of posts, yard-sticks for such creation of posts and new addition to the organization and all policy matters, affecting service conditions and benefits requiring Board's approval.
- (x) The Member will devise a reporting system by which the Board is kept apprised periodically of the financial results of the Boards working, review of actual against Budget, results of internal audit and any other matters of importance and interest which in his opinion needs to be brought to the notice of the Board.

2.3 Member (Tech.) :

- (i) Member will be responsible for efficient maintenance of existing generating stations.
- (ii) He should take measure to reduce the line losses to the minimum consistent with actual operation and to minimize the interruption of supply and fluctuations of voltage and for removal of other defects.
- (iii) Member will be generally responsible for planning of Generation to meet existing and envisaged future and unfailing supply of power all over the state, and in accordance with the Board's policy for interlinking the Board's systems with those other Boards/Utility and state.
- (iv) He should take measure in preparation of electrical chapters of new & future hydro-electric power projects,
- (v) Member will be responsible for long terms planning of transmission & Sub-transmission system in Himachal Pradesh, preparation of schemes for rural electrification, system improvement and for requirement of capacitors in various sub-stations.
- (vi) Member will be responsible for State Load Despatch Centre (SLDC) and interstate export & import of power.
- (vii) Member will be responsible to prepare MOUs & power purchase agreements with IPPs apart from framing of policies for Private/Central Sector.
- (viii) Suitable advice on all matters coming within the purview of his functions to the Board.

2.4 Member (Operation) :

- (i) Deals with the Operation Maintenance of the distribution system of the Board divided in 3 units viz South Zone, North Zone and Central Zone.

- (ii) Management of stores for receipt and issue of material relating to distribution organization.
- (iii) The Member will be generally responsible for promoting the proper utilization of power, generated, purchased and distributed by the Board.
- (iv) Member will also be responsible for meter reading, billing and collections are made promptly and that arrears, if any exist, are cleared expeditiously and not allowed to accumulate in future.
- (v) Design and procurement of metering and other equipments for energy supply.
- (vi) Design and procurement of material required for distribution of electrical energy to the consumers involving new distribution Sub-Stations, new lines etc.
- (vii) Planning of new Grid Sub-Stations and system studies.
- (viii) Besides, these Member (Op) will look after purchase policy and planning, stores procurement, issue of Tender enquiries and finalization of Rate Contracts, negotiation and finalization of contracts, store facilities, inventory control, stores verification accounting, identification and disposal of absolute and surplus stores.

2.5 Member (Civil) :

Member (Civil) deals with the civil works of projects in the Board. Various units under this organization are as under :

- (i) Design organization deals with design work relating to new hydel projects and problems relating to O&M of civil structure of completed projects.
- (ii) Civil works of the on going projects with HPSEB.
- (iii) Investigation and Planning organisation deals with the investigation and planning on new projects.
- (iv) Presently Project organization deals with the execution of civil work of Khauli, Larji and Bhaba Augmentations Hydel projects.

The Himachal Pradesh State Electricity Board has prescribed duties and responsibilities of all its categories, post wise and are accessible from the Salary Admn Section of the Board Sectt.. Shimla-4.

3. THE PROCEDURE FOLLOWED IN DECISION MAKING PROCESS, INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY :

The procedure followed in decision making process in the HPSEB is guided by the H.P. State Electricity Board Regulation Business, 1992. It has been divided in three schedules and classes

of cases have been referred in each schedule. The all cases appended in the first schedule shall be referred to the Board, 2ND Schedule to the Whole Time Members and 3rd Schedule be put up to the Managing Committee to be notified separately under the Regulations. The provisions laid in the Regulation are given as under:

3.1 ALLOCATION AND DISPOSAL OF BUSINESS :

3.1.1 The Secretary of the Board is the Chief Executive Officer, thereof.

3.1.2 (a) Subject to the provisions of the Regulations No.10 all referred to in the first schedule shall be brought before the Board in accordance with the provision contained in part-II of these Regulations. (b) All cases referred to in the second schedule may be disposed of collectively by the Whole Time Members on behalf of the Board. (c) All cases referred to in schedule-II may be disposed off by Managing Committee to be notified under these regulations.

3.1.3 (i) No wing, without previous consultation with the Finance Wing, shall issue orders other than orders pursuant to general delegation made by the Board which (a) either immediately or by their implications of repercussions, will effect the funds of the Board, or

(ii) Relate to the number, grading or cadre of posts or the emoluments or other conditions of service or posts.

(iii) To appropriation shall be made by any Wing other than the Finance Wing except in accordance with such general delegation as the Board may have made.

3.1.4 Except to the extent that power may have been delegated to a Wing of the Board, every order of an Administrative Wing conveying sanction to be enforced in audit shall be communicated to the Audit authority by the Department concerned quoting the reference of the Finance Wing under which concurrence was conveyed.

3.1.5 All orders or instruments made or executed by or on behalf of the Board shall be expressed to be made on executed in the name of the Board.

3.1.6 All orders and decisions of the Board shall be authenticated by the signature of the Chairman or Member (Admn).

3.1.7 All other instruments issued or executed by or on behalf of the Board shall be authenticated by the signature of the Member concerned, C.E(P&M) or Secretary/Additional Secretary and such other officers as may be specially empowered by the Board in this behalf. The orders or decisions of the Board after due authentication by the Chairman/Member(Admn) as above may be communicated by the C.E.(P*M)/Secretary/Additional Secretary or such other officer as may be empowered by the Board in this behalf.

3.2 PROCEDURE OF THE BOARD :

3.2.1 The Secretary will put up cases in the meeting of the Board. All cases referred to in the First schedule shall be submitted to the Chairman after consideration by the Member-incharge

with a view to obtaining his concurrence for circulation of the case or bringing it up for consideration at a meeting of the Board.

- 3.2.2** The Chairman may direct that any case referred to in the first schedule may instead of being brought up for discussion at a meeting of the Board be circulated to all the Members for opinion and if the chairman thinks that discussion at a meeting of the Board, is not necessary, the case shall be decided in accordance with the opinion of majority without such discussion. If however, the chairman/Members feel that a discussion at a meeting is necessary the case shall be discussed in the meeting of the Board and decided finally at such meeting.
- 3.2.3** Cases laid before the Board shall, unless the Chairman otherwise directs be accompanied by a Memorandum indicating with sufficient precession the salient facts and the points for decision in the case. The Memorandum and relevant papers necessary to dispose of the case shall be circulated to the Members.
- 3.2.4** The meeting of the Board will be held in accordance with the provisions of HP State Electricity Board (Conduct of Meeting) Regulation, 1992.
- 3.2.5** (i) When a case has been decided by the Board after discussion at meeting, the Secretary shall take action to give effect to the decisions.
- (iv) the decision of the Board shall be recorded by the Secretary in an appropriate manner. A copy of such decision shall be communicated to each member and shall be confirmed by the Board at a subsequent meeting.

3.3 DEPARTMENTAL DISPOSAL OF BUSINESS GENERAL :

- 3.3.1** Except as otherwise provided, case shall ordinarily be disposed of by or under the authority of the Member incharge of the Wing who may by means of standing orders give such direction as he may deem fit for the disposal of cases in his Wing.
- 3.3.2** Each such Member shall by means of standing orders arrange what cases or classes of cases are to be brought to his personal notice.
- 3.3.3** When the subject of a case concerns more than one Wing, order shall be issued nor shall the case be laid before the Board until it has been consented by the wings concerned except when the case is considered to be one of extreme urgency by the Member-incharge.
- 3.3.4** All communications received from the State govt./Govt. of India (including those from the Governor, the Chief Minister and other Ministers of the State, Centre) other than those of a routine or not intrinsically important character, shall as soon as possible after receipt, be submitted by the C.E.(P&M)/Secretary to the Member-incharge or the Chairman for information. Such communications may also be circulated amongst other members of the Board for information under the orders of the Chairman/Member-incharge.
- 3.3.5** Any matter likely to bring the Board into controversy with the Government, shall as soon as the possibility of such controversy is envisaged, be brought to the notice of the Members of the Board by Secretary/C.E.(P&M).

- 3.3.6** The Finance Wing shall be consulted prior to the issuance of orders relating to proposals that affect the funds of the Board and in particular.
- (v) Subject to financial delegation made in favour of the Chief Executive Officer and other officers of the Board proposals to add or abolish any post from the Board's service or to vary the emoluments thereof.
 - (vi) Proposals to sanction an allowance of special or personal pay for a post or class of posts, if any, post or class of post to any servant of the Board.
 - (vii) Proposals involving abandonment of revenue or involving expenditure for which provision has been made in the budget.
- 3.3.7** The views of the Finance shall be brought on the permanent record of the section to which the case belongs and shall form part of the case.
- 3.3.8** The Finance Wing may prescribe cases in which its assent may be presumed to have been given.
- 3.3.9** The Finance Wing may issue instructions governing the financial procedure, in general, in all wings of the Board and may regulate its working and dealings with other wings of the Board as may be deemed proper.
- 3.4.1** Every wing of the Board shall consult Law Cell, whenever it is proposed to :
- (i) issue a statutory regulation, notification or order, or
 - (ii) sanction under a statutory power the issue of any regulation, by law notification or order by a subordinate authority; or
 - (iii) Submit to Government any draft statutory regulation, notification or order for issue by them, the draft shall be referred to the Law section for opinion and advice.
- 3.4.2** All sections shall consult the legal section on :
- (a) The construction of statutes, Acts, Regulation, statutory orders and notifications etc.
 - (b) Any general legal principles arising out of any case and,
 - (c) The institution or withdrawal of any prosecution or other legal/quasi-legal proceedings including arbitration proceedings, engagement of counsels, their fees etc. -
 - (d) All documents having legal implications except routine matters may only be accepted after legal scrutiny.
 - (ii) All such references shall be accompanied by an accurate statement of the facts of the case and the point or points on which the advice of the legal section is desired.
- 3.5.1** The Secretary shall be responsible for the careful observance of these Regulations and when he considers that there has been any material departure or deviation from them, shall personally bring the matter to the notice of the Chairman/Member (Admn.)

- 3.6.1** The followings are the different level under Secretariat/CE's office through which a decision process moves:

Secretariate/CE's office

1. Supdt.
AE/XEN
2. Under Secy./Dy.Secy./Dir.(IR/Pers.)/PRO/
Conservator/S.E.
3. Secretary.

- 3.6.2** The decisions taken at the level of WTMs/Board are communicated to the concerned office by the meeting section. These decisions are further communicated to the Public through Press/other Media if these are related to the public.

4. THE NORMS SET FOR THE DISCHARGE OF FUNCTIONS :

4.1 Maintenance of distribution system :

Sl. No.	Number of Consumers	Lineman	ALM	T/MATE
1.	Upto 800	1	3	3
2.	801-1600	2	6	6
3.	1601-2500	5	8	8
4.	2501-3500	8	10	10
5.	3501-4750	10	12	12
6.	4751-6000	12	15	15
7.	6001-7250	14	17	17
8.	7251-8500	16	19	19

Note.— The staff as per norms now devised shall also maintain distribution transformers.

4.2 Maintenance of Transmission lines from 11KV to 33KV :

Sl. No.	Number of Consumers	Lineman	ALM	T/MATE
1.	Up to 25 Kms	1	1	2
2.	26-45 Kms.	1	2	3
3.	46-65 Kms	2	4	4
4.	66-85 Kms	2	5	5
5.	86-105Kms.	4	6	6
6.	106-125 Kms.	4	7	7
7.	126-145 Kms.	6	8	8
8.	146-165 Kms.	6	9	9
9.	166-185 Kms.	8	10	10
10.	186-205 Kms.	8	11	11

Note.— The staff as per norms now devised shall be created for placement in position as soon as it becomes due, after the close of every financial year. The calculation of the staff shall be made on the basis of achievements as on 31st December every year.

4.3 Staffing pattern for maintenance and upkeep of Revenue Accounts :**(i) For rural areas under four monthly meter reading and bi-monthly billing system.**

Sl. No.	No of Consumers	UDC	Meter Reader	Cashier	Bills Distrbr.
1.	Up to 1000	1	2	—	1
2.	1001-1500	1	2	1	1
3.	1501-2000	1	3	1	1
4.	2001-2500	1	3	1	1
5.	2501-3000	1	4	1	1
6.	3001-3500	1	5	2	1
7.	3501-4000	1	5	2	1
8.	4001-4500	1	5	2	2
9.	4501-5000	1	6	2	2
10.	5001-5500	2	7	2	2
11.	5501-6000	2	7	2	2
12.	6001-6500	2	8	3	2
13.	6501-700	2	8	—	2

(ii) For Urban areas under bi-monthly UDC meter reading and monthly billing system.

1.	Upto 1000	1	2	—	1
2.	1001-1500	1	3	1	1
3.	1501-2000	1	4	1	1
4.	2001-2500	1	4	1	1
5.	2501-3000	1	5	1	1
6.	3001-3500	1	6	2	1
7.	3501-4000	1	6	2	1
8.	4001-4500	1	7	2	1
9.	4501-5000	1	8	2	1
10.	5001-5500	2	9	2	1
11.	5501-6000	2	9	2	1
12.	6001-6500	2	10	3	2
13.	6501-7000	2	11	3	2
14.	7000-7500	2	11	3	2
15.	7501-8000	2	11	3	2

Note.— (i) Sub-office shall be treated as a separate unit for the purpose of revenue and consumers within its jurisdiction and they will not be added to the strength of consumers of the concerned sub-division for sanctioning staff.

(ii) There shall be only one category of staff for maintenance and upkeep of ledger, preparing and issue spot billings etc. This category shall be known as Meter Reader.

(iii) U.D.C will exercise 50% checks over the accounts

4.4 Staffing pattern for operation and Maintenance of 220 KV Sub-Stations :

Sl. No.	Category of staff	No. of posts	
		Operation	Maintenance
1.	J.E.(S/Str.)	5	—
2.	S.S.A	4	—
3.	Oiler and Cleaners	4	—
4.	Electrician	2	—
5.	Sweeper	2	—
6.	Foreman (Spl.)	—	1
7.	Foreman (Electrical)	—	1
8.	Crane Driver/ Operator	—	1(Where the Crane exists)
9.	Fitter	—	1
10.	Foreman (Cable Jointing)	—	1
11.	Helper	—	1
12.	Painter-cum-Carpenter	—	1
13.	Lineman	—	1
14.	ALM	—	1
15.	T/Mate	—	4
16.	Cowkidar	4	—
17.	Telephonist- SSA	4	—
18.	Mali	—	1

Note.— One Executive Engineer shall be provided at each of these important sub-station with two A.E.s One Asstt. Engineer should be responsible for the sub-station and second Assistant Engineer be responsible for maintenance of 220 KV and 132 KV lines connected with the sub-station for the Executive Engineer incharge of the sub-station should be as under.—

1.	Divisional Accountant	1
2.	Head Clerk	1
3.	Steno Typist	1
4.	U.D.C.	1
5.	L.D.C	2
6.	Draughtsman	1
7.	Peon	2

4.5 Staffing pattern for operation and Maintenance of 132 KV and 66 KV Sub-Station :

Sl. No.	Name of Category	Number of Post for			
		132 (Op)	66 KV (Op)	132 Mtc	66 KV Mtc.
1	2	3	4	5	6
1.	J.E. (Sub-Station)	5	1	—	—
2.	SSA	—	4	—	—
3.	Oiler and Ceaner Now Helper	4	4	—	—
4.	Foreman	—	—	1	1
5.	Electrician	—	—	1	1

1	2	3	4	5	6
6.	Fitter	—	—	1	—
7.	Lineman	—	—	1	1
8.	A.L.M	—	—	2	2
9.	T.Mate	—	—	3	2
10.	Chowkidar	—	—	1	1
11.	SSA	2	1	—	—
12.	Mali	—	—	1	1
13.	Sweeper	—	—	1	—

4.6 Staffing pattern for maintenance of 11 KV, 22 KV and 33 KV Sub-Stations :

Capacity of S/Stn	JE(s/stn)	SSA	ALM	Helper	Chowkidar	Mali
11 KV, 22 KV and 33 KV Control S/Stn	—	1	4	—	—	—
11 KV, 22 KV and 33 KV Sub-Station	1	4	—	4	1	—

Note.— For every group of 5 Nos 11 KV 22 KV AND 33 KV in Control Sub-Stations the following staff shall be provided for the maintenances.

Foreman(S/Stn) -1 No., Electrician -1 No &Helper - 2 Nos.

However, in other wings staff is on need basis.

4.7 Norms for creation of new operation sub-division :

The existing sub-division should be bifurcated after it has crossed 7000 consumers excluding number of consumers in the sub-offices under sub-division.

Further there shall be an additional post of Junior Engineer(Installation) for all sub Divisions which have on Crore revenue per year so that revenue loss are reduced to the minimum in the heavy earning Sub-Division.

5. RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS, HELD BY THE DEPARTMENT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS :

The following Rules and Regulations are used by the Department employees for discharging their functions.

1. F.R.S.R.
2. CCS&CCA Rules
3. GPF Rules
4. Pension Rules
5. Financial Rules of State of HP Vol- II, III-1971
6. H.P.F.R.

7. L.T.C. Rules
8. Part-I General Rules
9. Part-II TA Rules
10. Part-III Central Civil Services TA Rules
11. Engineering reference books
12. PWD Manual and code
13. Indian Journal of Environmental Health
14. Schedule of Tariff and Schedule for General & Service Charges
15. Himachal Pradesh State Electricity Board Safety Code
16. Electricity (Supply) Act, 1947
17. Electricity Rules, 1956
18. Electricity Act, 2003
19. HPSEB Industrial Establishment Standing Orders
20. Sales Manuals
21. Manual of Office Procedure- HPSEB
22. HPSEB Delegation of Administrative Powers
23. HPSEB Delegation of Financial Powers, 1997
24. H.P. State Electricity Board Regulations of Business, 1992
25. HPSEB (Meeting) Regulations, 1992
26. R&P Regulations of different categories
27. HPSEB Purchase Manual
28. HPSEB Budget Manual
29. HPSEB Accounting Manual
30. Budget Book
31. Balance Sheet of HPSEB

These documents are available with the Board Secretariat & can be had after depositing the cost in cash.

The procedure to get electric connection and copies of the Agreement form and test report are available on HPSEB website www.hpseb.com. Tariff structure applicable is also available on the same site. All the regulations pertaining to HPSEB and approved by HP Electricity Regulatory Commission are also available on HPERC website www.hperc.org.in

6. STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY THE H.P. STATE ELECTRICITY BOARD OR UNDER ITS CONTROL :

6.1 WORKS :

1. Technical sanctioned estimates.
2. Tender documents.
3. Agreements of works through contractors.
4. MB's
5. Work Order books.
6. Inspection notes
7. MB issue registers.
8. MAS register.
9. Consumer Receipt Cash Book

10. Muster roll issue registers.
11. Annual Budget Book
12. Service Connection Register

6.2 ACCOUNTS :

1. Consumer Security Register
2. Consumer Bill Book
3. Sunder Charges Register
4. CAO-37
5. CAO-54
6. Earnest Money Register
7. Work Abstracts
8. Contractor Misc. Accounts
9. Advances account register
10. Monthly accounts
11. Expenditure returns
12. Cash Book
13. Receipt book
14. Cheque Book
15. Unpaid wages register
16. Budget file
17. Allocation file
18. Audit Report and Note Register
19. Consumer ledgers

6.3 ESTABLISHMENT :

1. Diary Dispatch registers
2. Casual Leave account register
3. Attendance registers
4. Service book of staff
5. Staff Inventory Returns

6.4 MATERIAL :

1. MAS
2. Bin Card
3. T&P register
4. Store MB
5. SMB
6. Quantity and Value Ledger

6.5 MISCELLANEOUS :

1. Master register of files
2. Log book of pumping machinery
3. Log books of vehicles

4. Stamp register
5. Assembly Business register
6. Reply to Assembly & Parliamentary question files
7. Calamity report

The above documents, manuals of orders specification codes are readily available with the offices of HP State Electricity Board.

7. A STATEMENT OF BOARDS, COUNCILS, COMMITTEES OR OTHER BODIES CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS A PART OF THE BOARD OR FOR THE PURPOSE OF ITS ADVICE, COUNCILS, COMMITTEES AND OTHER BODIES ARE OPEN TO THE PUBLIC, OR THE MINUTES OF SUCH MEETING ARE ACCESSIBLE FOR PUBLIC :

7.1 Disputes Settlement Committees

In order to redress consumer complaints, Disputes Settlement Committees have been constituted as under:—

7.1.1 Sub-Divisional Level Disputes Settlement Committees:

- | | |
|---|----------------------------------|
| 1. ASE/Sr.XEN(Op.) of the concerned Division | Chairman |
| 2. Divisional Accountant of the concerned Division
Or his representative | Member |
| 3. AE/AEE of the concerned sub-Division | Convener
& Presenting Officer |

The Committee shall be empowered to decide the cases of the disputed bills up to Rs. 5,000/- (Five Thousand) only.

7.1.2 Divisional Level Disputes Settlement Committees :

- | | |
|---|----------------------------------|
| 1. ASE/Sr.XEN(Comm.) of the concerned Circle &
In his absence Attached Officer of the concerned Circle | Chairman |
| 2. Divisional Accountant of the concerned Division | Member |
| 3. AE/AEE of the concerned sub-Division | Convener
& Presenting Officer |

The Committee shall be empowered to decide the cases of the disputed bills up to Rs. 10,000/- (Ten Thousand) only.

7.1.3 Circle Level Disputes Settlement Committees:

- | | |
|---|---|
| 1. Dy.C.E./S.E.(Op.) of the concerned Circle | Chairman |
| 2. Addl.S.E./Sr.XEN(Op.) stationed at Circle H/Qr. | Member |
| 3. A.A.O. of concerned Circle | Member |
| 4. Addl.S.E./Sr.XEN(Comm.)/Attached
the concerned Circle | Convener Officer of
& Presenting Officer |

The Committee shall be empowered to decide the cases of the disputed bills upto Rs. 50,000/- (Fifty Thousand) only.

7.1.4 Zonal Level Disputes Settlement Committees :

For South Zone :

- | | |
|--|---------------------------|
| 1. C.E. (MM) stationed at Shimla | Chairman |
| 2. Dy. C.E./Director (Comm.) | Member |
| 3. Dy. C.A.O./Dy. Chief Auditor | Member |
| 4. Dy. C.E./S.E. (Works) to CE (Op.) South | Convener |
| 5. Dy. C.E./S.E. (Op.) concerned | Presenting Officer |

For North Zone :

- | | |
|---|---------------------------|
| 1. C.E. (Transmission) stationed at Hamirpur | Chairman |
| 2. Dy. C.E./Director Design (Trans.) stationed at Hamirpur. | Member |
| 3. A.A.O. o/o SE (Op.) stationed at Hamirpur | Member |
| 4. Dy. C.E./S.E. (Works) to CE (Op.) North | Convener |
| 5. Dy. C.E./S.E. (Op.) concerned | Presenting Officer |

For Central Zone :

- | | |
|--|---------------------------|
| 1. C.E. (Generation) stationed at Sundernagar | Chairman |
| 2. Dy. C.E./Director Design (PH) stationed at Sundernagar. | Member |
| 3. A.A.O. o/o SE (Op.) stationed at Mandi | Member |
| 4. Dy. C.E./S.E. (Works) to CE (Op.) C.Z. | Convener |
| 5. Dy. C.E./S.E. (Op.) concerned | Presenting Officer |

The Committee shall be empowered to decide the cases of the disputed bills upto Rs. 10,00,000/- (Ten lacs) only.

Note.— The Convener and the Presenting Officer will not be the member of the Committee.

The notification of Dispute Settlement Committee have been displayed on HPSEB website www.hpseb.com

7.2 FORUM FOR REDRESSAL OF GRIEVANCES OF THE CONSUMERS OF HPSEB :

HPSEB has also established **Forum for Redressal of Grievances of the Consumers of HPSEB** in accordance with the guidelines issued by HPERC as per clause 42(5) of Indian Electricity Act, 2003. The Forum has started its function w.e.f. 21-6-2005. The address and telephone No. of the Forum is as under:-

Address:	Block No.8, S.D.A. Complex, Kasumpti, Shimla-171 009.
Telephone:	Secretary .. 2626104
	Chairman .. 2626483

This Forum can take up the complaints of any consumers—

- (a) who is aggrieved by non-redressal of his grievance by the distribution licensee; or
- (b) who is not satisfied by the redressal of his grievance by the distribution licensee; in accordance with the guidelines specified by the Commission under sub-section (42) of the Act i.e. the HPERC (Guidelines for Establishment of Forum for Redressal of Grievances of the Consumers) Regulations, 2003.

This Forum shall not take up kind of complaints mentioned below:—

- (1) SOP complaints involving compensation.
- (2) Complaints mentioned in regulation 8 of the HPERC (Guidelines for Establishment of Forum for Redressal of Grievances of the Consumers) Regulations, 2003.
- (3) Matters subjudice before the Commission, any other Court, Tribunal/ Statutory body.
- (4) Unauthorized use of electricity as defined under Explanation to section 126 of the Act; and
- (5) Offences and penalties as specified under section 135 to 139 of the Act.

All the relevant forms for representation to the Forum are available on HPERC website www.hperc.org.in

7.3 Electricity Ombudsman :

The HP Electricity Regulatory Commission has appointed the **Electricity Ombudsman** in accordance with the clause 42(6) of Indian Electricity Act, 2003. The Ombudsman has started its function w.e.f. 8-12-2004. The address and telephone No. of the Ombudsman is as under:—

Address: Sushil Bhawan, Khalini, Shimla-171 002.
Telephone: 2624525.

The Ombudsman can take up the complaints of any consumer.—

- (i) Who is aggrieved by an order made by the Forum.
- (ii) Whose complaint is not redressed by the Forum within 90 days from the date of lodging of complaint.

The Ombudsman shall not take up kind of complaints mentioned below:—

- (1) SOP complaints involving compensation.
- (2) Matters subjudice before the Commission, any other Court, Tribunal/ Statutory body.

All the relevant forms for representation to the Ombudsman are available on HPERC website www.hperc.org.in

All the SOP complaints involving compensation shall be taken up by H. P. Electricity Regulatory Commission. Bijlee Adalats are being organized regularly by HPSEB and are being held bimonthly in each Division and once a year at Circle level. Their schedules are also being displayed on HPSEB website www.hpseb.com.

In these Adalats, Endeavour is to sort out problems of the consumers on the spot and left out cases are being sent to the quarters concerned for speedy disposal of complaints.

8. PARTICULARS OF ANY ARRANGEMENT THAT EXISTS FOR CONSULTATION WITH OR REPRESENTATION BY THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF ITS POLICY OR ADMINISTRATION THEREOF :

8.1 Consultative Council :

Consultative Council has been constituted in accordance with Indian Electricity Act which represents H. P. Govt., Public representatives, Industrial consumers, Employees Union under the chairmanship of Chairman, HPSEB.

The Council meets and discusses the problems being faced by the consumers and suggests short term and long term measures to be adopted by the Board for redressing the consumer grievances. The HPSEB has also notified Standards of performance Regulations, 2005 for Complaint handling and Standard of performance; which is available on H. P. Electricity Regulatory Commission website www.hperc.org.in.

HPSEB has also accredited three Companies for third party Meter Testing and Energy Efficient Management as approved by H. P. Electricity Regulatory Commission facilitating interested parties/customers to approach these companies for Meter Testing and Energy Efficient Management in case of Electronic Meters. The details of which have been displayed on our website www.hpseb.com.

8.2 Himachal Pradesh State Electricity Board Consultative Council :

Sl. No.	Organization	Members
1	2	3
1.	Chairman, H.P. State Electricity Board.	Ex-officio Chairman of the State Electricity Consultative Council.
2.	Representative of the Electricity Generating Company.	Sh. R. L. Gupta, 63 J. House, Basant Lok, Basant Vihar, New Delhi.
3.	Representative of the Employees of Electricity Industry.	Sh. C. S. Mandyal, HPSEB Employees Union Thistle Bank Building, Shimla-3.
4.	Representative of the Local Self Govt.	Secretary, Local Self Govt., H. P.

1	2	3
5.	Representative of the transport of State.	Director-cum-Commissioner, Transport, H.P.
6.	Representative of the Industries of the State and Govt. aided Industries.	Director of Industries, H.P.
7.	Non-official members of the H.P. State Electricity Consultative Council.	<p>(i) Commerce : Sh. Sukhvinder Singh, MLA P.O. Nadaun, Distt. Hamirpur (H.P.).</p> <p>(ii) Industry : Sh. Sachit Jain, M/s Vardhman Spinning Mills, Baddi, Distt. Solan (H.P.).</p> <p>(iii) Agriculture : Sh. Maheshwar Chauhan, V.P.O. Dhar, Teh. Jubbal, Distt. Shimla (H.P.).</p> <p>(iv) Electricity Consumers : Sh. Vikas Kapoor, C/o Vikas Industries, Opp. Ghanta Ghar, Mandi, Distt. Mandi (H.P.).</p>
8.	Members of the State Electricity Board.	All Members of H.P. State Electricity Board

9. DIRECTORY OF THE OFFICERS AND EMPLOYEES OF THE BOARD :

9.1. Vidyut Bhawan, HPSEB, Shimla-171 004.(EPABX-0177-2656022 to 2656024)

Chairman	0177	2813563
A.S.-cum-PS		2803600
P.S.		2813563
Member (Admn.)		2801675
P.S.		2801675
Member (Finance)		2812496
P.S.		2812496
Member (Operation)		2652315
P.S.		2652315
Member (Tech.)		2813554
P.S.		2813554
Member (Civil)		2813272
P.S.		2813272
Secretary		2801706
P.S.		2801706
Conservator		2658710
Addl. Secy. (F&T.)		2800201
Dy. Secretary (R&E)		2655055

Dy. Secretary (HRD)	
Under Secretary (Gazetted)	2801591
Under Secretary (NGE)	
Under Secretary (Genl.)	2655055
Under Secretary (V&I)	
Dy. Director (Ind. Relations)	Ext. 372
Dy. Director (Personnel)	-389
Public Relations Officer	2657283
S.O. (R&E)	-347
S.O. (H.R.D.)	-346
S.O. (General)	-318
S.O. (Gazetted Estt.)	-359
S.O. (Non Gazetted Estt.)	-355
S.O. (Field Tech. Estt.-I)	-354
S.O. (Field Tech. Estt.-II)	-366
S.O. (General)	-318
S.O. (Bill)	-356
S.O. (Salary Admn.)	-351
S.O. (V&I)	-331

PLANNING & MONITORING WING :

Chief Engineer	0177	2812500
Director (P&M) Elect.		2654126
Director (P&M) Civil		2652284
Dy. Director (Plg.)		2656485
Dy. Director (W&M)		2652284
Dy. Dir. (Insp.)		2654126
Dy. Dir. (Elect.)		2654126
Dy. Dir. (Civil)		2652284
Dy. Director (IT)		2656485

FINANCE AND ACCOUNTS WING :

Chief Accounts Officer	0177	2801762
P.S.		2801762
Dy. Chief Accounts Officer		2655387
P.A.		2655387
Dy. Chief Auditor		2808367
Sr. Accounts Officer (CFC)		Ext. 450
Sr. Accounts Officer (Pay Gztt.)		-418
Sr. Accounts Officer (SL&D)		-528
Sr. Accounts Officer (Budget)		-419
Atcounts Officer (Finance)		-431
Accounts Officer (Comp.)		-484
Accounts Officer (Coord.)		-435
Accounts Officer (Banking)		-429
Accounts Officer (PNG)		-451
Accounts Officer (Admn.)		-418

Resident Audit Officer 2652984

COMMERCIAL WING :

Chief Engineer	0177	2656624
P.S.		2656624
Director (Enf. &EA)		2655007
Director (Commercial)		2803315
Director (SERC)		

SYSTEM PLANNING WING :

Chief Engineer	0177	2657901
P.S.		2657901
Director (PH&T)		2653656
Director (PSP)		2808747

PROJECT WING :

Chief Engineer	0177	2813166
P.S.		2813166
Superintending Engineer (Works)		2801074
Under Secretary		2656022 Ext. 441
Sr. Architect		2655610
Addl. Superintending Engineer		2657705

MATERIAL MANAGEMENT WING :

Chief Engineer	0177	2801265
P.S.		2801265
Under Secretary		Ext.344
Sr. XEN (Elect.)		-341
Sr. XEN (Civil)		-337

PRIVATE SECTOR PROJECTS :

Chief Engineer	0177	2803253
P.S.		2803253.
Director(H)		2802226

SYSTEM OPERATION :

Chief Engineer	0177	2653119
Director (Interstate)		2838901
Director (CERC)		2837043
S.E. (State Load and Despatch Centre), Shimla.		2837649
Addl. S.E. (SLDC)		2837102
Addl. S.E-cum-Power Controller		2838170

OPERATION SOUTH ZONE, SHIMLA :

Chief Engineer	0177	2801745
P.S.		2801745
S.E.(Works)		2658377
Under Secretary		Ext. 470
S.E. (Operation), Shimla		2622129
A.O. to S.E. (Op.) Shimla		2622128
XEN (E) City		2653338
XEN (E) Division No.1, Shimla		2623952
XEN (E), Elect. Divn. No. 2, Shimla		2620102
XEN (Elect.) Division, Theog	01783-238247	
XEN (Elect.) Division, Suni		2786538

TRANS & MAINTENANCE CIRCLE, HPSEB, SHIMLA-12

Superintending Engineer (TCM)	0177	2837198
XEN (Trans.) Division, Totu		2837161

9.2. TELEPHONE NUMBER OUTSIDE SHIMLA :

Amb	XEN (Elect.)	01796	260008
Ani	XEN (Elect.)	01782	253407
Arki	XEN (Elect.)	01796	220745
Baijnath	XEN (Elect.)	01894	263085
Baner	Resident Engineer, P/House	01894	252319
Barsar	XEN, Elect. Division	01972	288036
Bhabanagar	S.E. (Gen) Bhabanagar	01786	253227
	Resident Engineer Power House		253646
	Sr. XEN, Elect. Mtc. Division		253350
	Sr. XEN, Civil Division		253254
	Sr. XEN (BCD-I)		253245
Bharmour	Sr. XEN, HID	01895	225087
Bijni	Sr. XEN, Trans. Division	01905	235531
Bilaspur	S.E. (Op.) Circle	01978	223350
	Sr. XEN (E), Division		222553
	Superintending Engineer (M&T)		222336
Chamba	Sr. XEN, Elect. Division	01899	222429
	S.E. (Investigation) Circle		225297
Kullu	Chief Engineer, Larji, Kullu	01902	265191
	S.E. (Works), Larji Hydel Project		265192
Dadahu	Sr. XEN, RID-I	01702	267367
Dalhousie	S.E. (Op.)	01899	240628
	Sr. XEN (E)		240612
Dehra	Sr. XEN (E)	01970	233112
Dharampur	Sr. XEN (E)	01905	272362

Dharamshala	Chief Engineer (Op.) North	01892	224907
	SE. (Works)		224972
	Under Secretary		222915
	Sr. XEN (E)		224997
	Sr. XEN (Khaul)		238389
Ghumarwin	Sr. XEN (E)	01978	255266
Ghanvi	S.E. KCC	01782	278260
	R.E. Ganwi		278316
Girinagar	R.E. (Giri)	01704	257405
Gohar	Sr. XEN (E)	01907	250201
Hamirpur	C.E (Trans.)	01972	224531
	S.E. (Works)		223435
	Under Secretary		222720
	Director (Trans.)		221470
	Sr. XENs		222971
	Director (Sub-Station)		221469
	Sr. XENs		221698
	S.E. (Transmission)		258859
	Sr. XEN (Trans.)		258730
	XEN (Civil)		258914
	S.E. (Op.)		224330
	Sr. XEN (Elect)		222213
Jassore	Sr. XEN (T&C)	01893	226109
	Sr. XEN, 220 KV S/Stn.		226238
Jawali	Sr. XEN (E)	01893	264227
Jogindernagar	R.E. Bassi Power House	01908	222083
	Sr. XEN (Elect.)		222008
	S.E., Uhl Const. Circle		224003
Jubbal	Sr. XEN (Elect.)	01781	252056
Kangra	S.E. (Op.)	01892	265720
	Sr. XEN (E)		265163
Karsog	Sr. XEN (E)	01907	222217
Kaza	Sr. XEN (E)	01906	222329
Keylong	Sr. XEN (E)	01902	222291
Killar (Pangi)	Sr. XEN (Elect.)	01897	222248
Kotla Jeori	Sr. XEN (E)	01782	278267
Kullu	S.E. (OP)	01902	225425
	Sr. XEN (Elect.)		222651
Kumarsain	Sr. XEN (Elect.)	01782	240062
Kunihar	Sr. XEN, 220 kv	01796	262218
Lambagaon	Sr. XEN (E)	01894	228255
Manali	Sr. XEN (Elect.)	01902	252306
Mandi	Chief Engineer (OP) South	01905	235622
	S.E (W)		236074
	S.E. (Op.)		224103
	Director (Design) Elect.		235054

	Sr. XEN (Elect.)		237163
	Director (Plg.) Civil		224110
Nadaun	Sr. XEN (E)	01972	232205
Nahan	S.E. (Gen)	01702	222282
	S.E. (Op.)		224630
	Sr. XEN (Elect.)		222349
	Sr. XEE (TCM)		222420
Nalagarh	Sr. XEN (Elect.)	01795	223097
	Sr. XEN, 400 KV		222577
Palampur	S.E. (Generation)	01894	230575
	Sr. XEN (Elect.)		230578
	Sr. XEN CCD		231704
Paonta	Sr. XEN (Elect.)	01704	222239
Parwanoo	Sr. XEN (Elect.)	01792	233104
Rajgarh	Sr. XEN (Elect.)	01799	223037
Rampur	S.E. (Op.)	01782	233126
	Sr. XEN (Elect.)		233019
Reckong Peo	Sr. XEN (Elect.)	01786	222234
	Sr. XEN, Kashang Const. Divn.		223857
Rohru	S.E. (Op.)	01781	240624
	S.E. (SK Const. Circle)		240067
	Sr. XEN (Elect.)		240259
Sarkaghat	Sr. XEN (Elect.)	01905	230026
Shahpur	Sr. XEN (Elect.)	01892	238032
Solan	S.E. (Op.)	01792	221481
	Sr. XEN (Elect.)		221418
	Sr. XEN (TCM)		223579
	Sr. XEN (M&T)		223723
Sundernagar	C.E. (Design)	01907	262298
	Dir. P&D (Civil-I)		262448
	Dir. P&D (Civil-II)		262237
	Dir. P&D (Civil-III)		262244
	Dir. P&D Comm.		262728
	C.E. (I&P)		262242
	Director Planning		262740
	Chief Engineer (Gen.)		265337
	S.E. (W)		265339
	Director Power House (Elect.)		262596
	Sr. XEN (Elect.)		262207
	Sr. XEN (PLLC)		262703
	Sr. XEN (M&T)		262370
Una	S.E. (Op.)	01975	238509
	Sr. XEN (Elect.)		238422
	Sr. XEN (Trans.)		238695
Uttrala, B/Nath	R. E. Binwa Power House	01894	264167

THE MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS AND EMPLOYEES, INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATIONS :

(AS ON 15-5-2006)

Sl. No.	Name of Posts	Pay scale
1	2	3
10.1	Gazetted Estt. (Class-I) :	
1.	Chairman/Members	H.P. Govt. pattern
2.	Secretary	—do—
3.	Addl. Secretary.	15800—21100
4.	Addl. Secretary (Law)	15800—21100
5.	Addl. Secretary-cum-P.S.	—do—
6.	Chief Engineer. (C/M)	18600—23100
7.	Chief Engineer (E)	—do—
8.	SE/Directors (E)/©	15800—21100
9.	Sr. Architect	15800—21100
10.	Chief Accounts Officer	—do—
11.	Chief Auditor	—do—
12.	Dy. Chief Auditor	12900—19100
13.	Dy. Chief Accounts Officer	12900—19100
14.	Dy. Secretary.	12900—16700
15.	Under Secretary.	10700—15350
16.	Under Secy. (Legal)	10700—15350
17.	Spl. Pvt. Secretary	12900—16700
18.	Sr. Pvt. Secretary	10700—15350
19.	Land Acquisition Officer	H.P. Govt. pattern
20.	Geologist	10700—15350
21.	Sr. Executive Engineer (E)/©	12500—19100
22.	Research Officer	10700—15350
23.	Sr. Accounts Officer.	10700—15350
24.	Architect	12500—17750
25.	B.M.O.	H.P. Govt. pattern.
26.	Asstt. Civil Surgeon/ Lady Doctor.	7880—13500 with start 8000/-
27.	Asstt. Director (I.T.)	7750—14500 with start 8550/-
28.	Accounts Officer	8550—14500 with start 9400/-
29.	AEE/ Assistant Engineer © (E)	7750—14500 with start 8550/-
30.	Data Base Administrator	10000—15100
31.	Asstt. Architect	7750—14500
32.	Principal	8550—13300
33.	Architectural Asstt.	7750—13300
34.	Section Officers/ Supdt. Gr. I	7750—13300
35.	Pvt. Secretary.	7750—13300
36.	I.R.O./Dy. Director (IR)	8550—13300

1	2	3
37.	P.O./Dy. Director (Per.)	8550—13300
38.	Asstt. Accounts Officer	7750—13300
39.	Programmer	7750—14500 with start of 8550/-
40.	Naib Tehsildar	H.P. Govt. pattern
10.2 Gazetted Estt. (Class-II) :		
1.	Ayurveda Chikitsa Adhikari	7500—12500
2.	Public Relation Officer	7500—12500
3.	Circle Head Draughtsman	7500—12500
4.	Head Draughtsmam (Arch.)	7500—12500
5.	Asstt. Research Officer	7500—12500
6.	Head Master	7000—11750
7.	HDM	7000—11750
8.	Addl. Pvt. Secretary	7250—11400
9.	Supdt. Gr.II	7000—11750
10.	Sr. Draughtsman (Arch.)	7000—11750
10.3 Non Gaztt. Estt. (Class III & IV)		
1.	Auto Mech.	4600—7250
1.B.	Auto Mechanic (PP)	4600—7250
2.	Art & Craft Teacher/DM	5300—9100
3.	Asstt. Store keeper	3480—6500
4.	Auto Electrician	4600—7250
5.	Air Conditioning Plant Opt.	—do—
6.	A.N.M. Nurse	3480—6500
7.	Asstt. Lineman	3480—6500
7.B.	Asstt. Lineman (PP)	—do—
8.	Asstt. Librarian	6100—9400
9.	Air Compressor Opt.	4600—7250
10.	Asstt. Lab. Attendant	2720—4775
11.	Asstt. Waiter	—do—
12.	Addl. F/Man-cum-Driver/FM-cum-Driver.	6100—9400
13.	Blacksmith	4600—7250
14.	Bill Distributor	2930—5300
15.	Beldar	2720—4775
15.B.	Beldar (PP)	2720—4775
16.	Blastman	4600—7250
17.	Bull Dozer Opt.	6100—9400
18.	Carpenter	4600—7250
19.	Clerks	3480—6500/4600—7250
20.	Chowkidar-cum-Mali	2720—4775
21.	Commi.-III	3260—5300
22.	Chain Man	2720—4775

1	2	3
23.	Cook-cum-Chowkidar	2720—4775
24.	Cleaner/Conductor	2930—5300
24.B.	Cleaner/Conductor (PP)	2930—5300
25.	Core Observer	4600—7250
26.	Chowkidar	2720—4775
27.	D/Man	6300—10700
28.	Driver/Lorry Driver	4600—7250
29.	D.G. Set Opt.	—do—
30.	Driller/Rock Driller	—do—
31.	Dafti	2930—5300
32.	Dumper Opt.	6100—9400
33.	Electrician	4600—7250
34.	Foreman (Spl.)	7000—11750
35.	Foreman (E)	6750—11050
36.	Foreman P/H(E)©	—do—
37.	Foreman S/Stn.	—do—
38.	Foreman (Tel.)	—do—
39.	Foreman W/Shop	—do—
40.	Foreman Mech./(Civil)	—do—
41.	Foreman (Turbine)	—do—
42.	Foreman Sanitary	—do—
43.	Foreman Hyd./Mech.	—do—
44.	Foreman Cable Jointing	—do—
45.	Foreman Auto/PH	—do—
46.	Field Kanungo	4950—8275
47.	Fitter	4600—7250
48.	Ferro Printer	3480—6500
49.	Gestetner Operator	3370—6100
50.	Gauge Reader	2720—4775
50.B.	Gauge Reader (PP)	—do—
51.	Head Security Supervisor	4300—7500
52.	Helper all trades	2930—5300
52.B.	Helper (PP)	—do—
52.C.	Helper (store)	—do—
52.D.	Helper (skilled)	—do—
53.	Havildar	—do—
54.	Inspector Security	5700—9100
55.	Junior Engineer (E) & (C/M)	Direct recruitment 6300—10700 6750—11050
56.	Junior Engineer (P/H)	—do—
57.	Junior Engineer (C/R)	—do—
58.	Junior Engineer (S/Stn.)	—do—
59.	Junior Engineer (Test)	—do—
60.	Junior Eng. (Telephone)	—do—
61.	Jr. Scale. Stenographer	3480—6500
62.	JBT Teacher	4300—7500 start with 4600/-
62.B.	JBT Teacher (P.P.)	—do—
63.	Jr. D/Man	4600—7250

1	2	3
64.	Jr. Programmer	6300—11700
65.	Librarian	6750—11050
66.	Lecturer	6300—10700
67.	Language Teacher	5900—10000
68.	Lineman	4600—7250
69.	Labour Welfare Inspector	6300—10000
70.	L&M Operator	4600—7250
71.	Lab. Assistant.	—do—
72.	Lab. Attendant	3260—5300
72.B.	Lab. Attendant (PP)	—do—
73.	Loco Operator	4600—7250
74.	Mechanic/Motor Mech.	—do—
74.B.	—do— (PP)	—do—
75.	Mixer Operator	—do—
76.	Machine Operator	—do—
77.	Mason	—do—
78.	Mali	2720—4775
79.	Masalchi/Utility Worker	—do—
80.	Manager	5300—9100/ 6300—10700
81.	Nursery Trained Teacher	4950—8275
82.	Nurse/ Staff Nurse	5300—9100
83.	Nursing Orderly	3370—6100
84.	Oriental Teacher	5900—10000
85.	Physical Trained Teacher	5300—9100
86.	Patwari	3480—6500
87.	Peon	2720—4775
88.	Painter	4600—7250
89.	Pharmacist	4950—8275 start with 5125/-
90.	Plumber	4600—7250
91.	Personal Assistant	6750—11050
92.	Research Asstt. Spl.	6100—9400
93.	Research Asstt. Ord.	—do—
94.	Reader	4300—7500
95.	Radiographer	4300—7500 start with 4775/-
96.	Sr. Scale Stenographer	6100—9400
97.	Sr. Assistant.	6300—10700
98.	Stock Verifier	6750—11050
99.	Storekeeper	6100—9400
100.	Sr. Lab. Technician	4300—7500 start with 4775/-
101.	Supdt. Divnl. Accounts	6750—11050
102.	Silt Analyst.	4600—7250
103.	Surveyor	4300—7500 start with 4775
104.	Sub-Stn. Attendant	4600—7250
105.	Shawal Opt.	6100—9400
106.	Sweeper-cum-Chowkidar	2720—4775
107.	Sweeper	—do—
108.	School Mother	—do—

1	2	3
109.	Silt Observer	4600—7250
110.	Supervisor/Work Mistry	4600—7250
111.	Security Supervisor	3260—5300
112.	Sweeper-cum-Mali	2720—4775
113.	Stenotypist	3480—6500
114.	T. G. Teacher	5900—10000
115.	Telephone Mech.	4600—7250
116.	T/Mate	2720—4775
116B.	T/Mate (PP)	—do—
117.	Turner	4600—7250
118.	Upholster	—do—
119.	Wireless Operator	—do—
120.	Wireless Helper	2720—4775
121.	Welder	4600—7250
121B.	Welder (PP)	—do—
122.	Waiter	2930—5300
123.	Part Time Dhobi	Rs.10/- fixed
124.	Part Time Safai Staff	Rs. 15/- fixed
125.	Part Time Sweeper	Rs. 15/- fixed
126.	Sweeper part time	Rs. 200/- fixed

Above officers/officials are getting allowances on the above mentioned pay scales, as admissible from time to time.

11. THE BUDGET ALLOCATED TO EACH OF THE BOARD'S AGENCIES, INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURES AND REPORTS ON DISBURSEMENTS MADE :

11.1 Revenue

Sl. No.	Particulars	Budget 2005-06	Budget Estimates 2006-07
1	2	3	4
A	REVENUE INCOME	REVENUE BUDGET	(Rs. in lakhs)
1.	Revenue from sale of power	152995.80	183412.50
2.	Miscellaneous Receipt	7500.00	7500.00
3.	Revenue Subsidies-Grants	10850.00	0.00
	Total (A)	171345.80	190912.50
B	EXPENDITURE		
1	Power purchase	100350.90	106786.10
2.	Operation & Maintenance	2413.60	2664.10
3.	Salaries & Wages including other miscellaneous expenses		
	Net after capitalization	43071.40	46662.60
	Total (B)	145835.90	156112.80

1	2	3	4
	C Gross operating surplus (A-B)	25509.90	34799.70
	D OTHER CHARGES		
1.	Depreciation	5481.00	6099.00
2.	Interest on		
	(i) Institutional loans (Gross)	20679.22	23803.75
	(ii) Other interest & finance charges	5306.98	4278.45
	(iii) Interest due to State Govt.	321.80	425.80
	Total (2)	26308.00	28508.00
	Total (D)	31789.00	34607.00
	E Net operating surplus (+)/Deficit	(—)6279.10	192.70
	F Depreciation fund taken as Capital Receipts (Credit)	5481.00	6099.00
	G Surplus (+)/Deficit (—) on Revenue Account (E—F)	(—)789.10	6291.70

11.2 CAPITAL

Sl. No.	Particulars	Budget 2005-06	Budget Estimates 2006-07
1	2	3	4
	CAPITAL RECEIPT	REVENUE BUDGET	
		CAPITAL BUDGET	(Rs. In lakhs)
	PLAN SCHEMES		
	Loan/Equity from the State Govt.		
1.	Equity for Larji Hydel Project	0.00	0.00
	Loan from Financial Institutions		
2.	REC Loan i/c Short Term loan	1810.00	8783.00
3.	Loan from LIC of India	0.00	0.00
4.	Loan Assistance from :		
	(i) Power Finance Corporation New Delhi	6426.00	4740.00
	(ii) Short Term Loan from PFC	5000.00	0.00
	Total (4)	11426.00	4740.00
5.	Loans from Kangra Central Co-operative Bank	3580.00	0.00
6.	UCO Bank- Short Term Loan	5000.00	0.00
7.	(i) Other negotiated loan (NSLAR Bond)	11343.00	32020.00
	(ii) Bank of India	320.81	0.00
	(iii) Union Bank of India	9.81	0.00
	(iv) Punjab National bank	10000.00	0.00
8.	M.N.E.S. Grants	0.00	0.00
9.	SPECIAL GRANTS/LOAN :		
	(i) Accelerated Power Development Reform Programme	11200.00	6403.00

1	2	3	4
(ii)	Prime Minister Gramodaya Yojna	412.00	307.00
(iii)	Rajiv Gandhi Grameen Vidyut Yojna	0.00	9992.00
(iv)	Grant from Tribal Development H.P. Govt.	255.00	855.00
(v)	Grant for R.E. (SCP)	100.00	0.00
	Total (9)	11967.00	17557.00
10.	Kutir Jyoti Schemes	10.00	0.00
11.	Contribution/Installation of 220 KV D/C Line funds from State Govt.	0.00	0.000
12.	Miscellaneous Capital Receipts (Debt, Deposits, Loans and Advances)	3500.00	4000.00
13.	Resource gap	-214.78	0.00
	Total (1 to 13)	58751.84	67100.82
	CAPITAL EXPENDITURE		
1.	Plan Schemes	12514.00	18824.00
2.	Funded by PFC	3455.00	3361.00
3.	MNES-Grants	0.00	0.00
4.	Special Grants/Loan(APDRP)/PMGY	15012.00	6710.00
5.	Rajiv Gandhi Grameen Vidyut Yojna	0.00	3548.00
6.	Equity in Power Projects	5993.00	6643.00
7.	Other than Plan	115.00	2285.00
8.	Repayment of loans	21662.84	25729.82
	Total (1 to 8)	58751.84	67100.82

12. PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATION GRANTED BY IT AND MANNER OF EXECUTION OF SUBSIDY PROGRAMMES, INCLUDING THE AMOUNT ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH PROGRAMMES :

AND

13. PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATIONS GRANTED BY IT :

Himachal Pradesh State Govt. has decided *vide* its order No. MPP-C(3)/89-11 dated 20th July, 2005 to subsidize the domestic tariff and agricultural supply to the consumers in the State. It has been further decided that the tariff for various slabs of domestic tariff shall continue at the existing

level. Similarly, the tariff for agricultural supply shall continue at Rs. 0.50 per unit. In addition to above it has been decided that the enhanced consumers service charges @Rs. 9/- per consumer per month shall be subsidized for those domestic consumers who consumes upto 45 units of energy per month. It has also been decided that there will be no subsidy to the consumers using prepaid meters. The following table clarifies the whole position :

Sl. No.	Category	Existing (HPERC -2004)	Subsidized tariff Rs./Unit	Approved by HPERC for 05-06	Proposed subsidy by the Govt.	Proposed rates	Consumption on MU
1.	Domestic (a) Antodaya/ BPL	0.70	0.70	1.55	0.85	0.70	92
2.	(b) Others						
	0-45	0.85	0.70	0.75	1.05	0.70	450
	46-150	1.30	1.05	2.10	1.05	1.05	214
	151-300	2.40	1.50	2.75	1.25	1.50	53
	Above 300	2.40	2.25	2.75	0.50	2.25	53
	Consumer service charges	11.00	20	9.00 (upto 45 Units PM)	11.00 (upto 45 units PM) Rs. 20 for others		
3.	Agriculture supply	0.50		1.55	1.05	0.50	32

The State Govt. has also decided that the amount of subsidy payable to the HPSEB on account of roll back of tariff as above shall be adjusted on quarterly basis from the receivables from HPSEB.

14. DETAILS IN RESPECT OF THE INFORMATION AVAILABLE TO OR HELD BY IT, REDUCED IN AN ELECTRONIC FORM :

The CDs of H.P. State Electricity Board Budget for financial year 2006-07 are available with the Chief Engineer (Planning & Monitoring), HPSEB, Shimla-4. However, the information under relevant sections of the Right to Information Act, 2005 are also available on the HPSEB Web site www.hpseb.org for the access of citizen. Apart from this various types of information in regard to the Board and its functionaries are also available on website.

15. THE PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION, INCLUDING THE WORKING HOURS OF A LIBRARY OR READING ROOM, IF MAINTAINED FOR PUBLIC USE :

Board has medical dispensaries, Schools at different places and a canteen at Vidyut Bhawan, Shimla-4 for its employees. These facilities are also open for the citizen. Besides this, Board organizes sports activities time to time. Board has its own library and a room has been earmarked in

the Vidyt Bhawan, Shimla-4, equipped with various books, magazines and papers which can be used as study room.

For convenience of the employees, the Board has been maintaining its own Rest/Guest Houses at Shimla/Delhi and at other places in H.P. The detail of suites available in Delhi and Shimla is given below:—

Sl. No.	Name of Rest/ Guest House	Total No. of suites	Booking Agency
1.	HPSEB Rest House, Vidyt Bhawan, Complex, Shimla-4.	7	AS-cum-PS to Chairman/Under Secretary (Genl.), HPSEB, Shimla.
2.	HPSEB Rest House, A-32, Asiad Village, New Delhi.	3	Secy./Under Secretary (Genl.)
3.	HPSEB, Rest House, C-291, Asiad Village, New Delhi.	3	—do—

Rest Houses in other places of H. P. :

1.	Sindhasu, Rohru, Distt. Shimla.	7.	Dharamshala
2.	Rampur, Shimla	8.	Bhabanagar, Kinnaur
3.	Sarabai, Kullu	9.	Sangla, Kinnuar
4.	Anu, Hamirpur	10.	Chamba
5.	Mandi	11.	Jawalajee, Kangra
6.	Dalhousie		

16. THE NAMES, DESIGNATION AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS :

Appellate Authority

Sl. No	Name of Appellate Authority	Designation & office address	Jurisdiction (area/subject)	e-mail (if any)	Telephone/ fax number (office) (Resi.)
1.	Er. D.N. Bansal	Member(OP), HPSEB, Shimla-4	For whole of the Board	membero@hpseb.com	Off. 0177-2852315 Res. 0177-2837875 Fax-0177-2852315
2.	Sh. Ajay Bhandari	Member(Admn), HPSEB, Shimla-4	—do—	membera@hpseb.com	Off.-0177-2801675 Res. 2801902 Fax-0177-2801675

Public Information Officer/ Asstt. Public Information Officer

Sl. No	Name of PIO/ APIO	Designation & office address	Jurisdiction (area/subject)	e-mail (if any)	Telephone/ fax number (off.) (Res.)
1	2	3	4	5	6
1.	Er. Arvind Kumar, PIO	C.E. (P&M), HPSEB, Shimla	For whole of the board	cepm@hpseb.com	Off: 0177-2812500 Res: 2807290 Fax: 2658984
2.	Er. V. R. Gupta, APIO	C.E. (OP) South HPSEB, Shimla-4	For entire (OP) Wing, South Zone	ceops@hpseb.com	Off: 0177-2801785 Res: 2837457 Fax: 2658377
3.	Er. V. K. Kateria, AIPO	C.E. (OP) North HPSEB, Dharamshala	For entire (OP) Zone, Mandi	ceopn@hpseb.com	Off: 01892-224907 Res: Fax: 01892-224972
4.	Er. H. S. Chandel, APIO	C.E. (OP) CZ, HPSEB, Mandi	Fore entire Central Zone	ceopcz@hpseb.com	Off: 01905-235622 Res: Fax: 01905-236074
5.	Er. B. S. Bragta, APIO	C.E. (MM), HPSEB, Shimla in place of Sh. S.K. Chanana earlier ordered vide O/o dt.10-5-2006	For all staff under his control	ceemm@hpseb.com	Off: 0177-2801265 Res: Fax: 0177-2801265
6.	Er. C.M. Walia, APIO	C.E. (Comm.) HPSEB, Shimla-4	For all staff under his control	cepm@hpseb.com	Off: 0177-2656624 Res: 2831231 Fax: 2803315
7.	Er. S. S. Thakur, APIO	C.E. (Gen), HPSEB, Sundernagar	For whole Generation Wing	cegen@hpseb.com	Off: 01907-265337 Res: Fax: 01907- 265337
8.	Er. B. R. Singla, APIO	C.E. (Trans.), HPBSEB, Hamipur	For whole Transmission Wing	cet@hpseb.com	Off: 01972-224531 Res: Fax: 01972-224531
9.	Er. S. K. Channa, APIO	C.E. (System Planning) HPSEB, Shimla-4	For all units under System Planning	cesp@hpseb.com	Off: 0177-2657901 Res: 2835059 Fax: 2653656
10.	Er. Man Mohan Singh, APIO	C.E. (System Operation) HPSEB, Shimla	For all units under his control		Off: 0177-2653119 Res: 2812300 Fax: 2653119
11.	Er. R. K. Juneja, APIO	C.E. (Private Sector Projects), HPSEB, Shimla	For all units under PSP	cepasp@hpseb.com	Off: 0177-2803253 Res: Fax: 0177-2803253
12.	Er. S. K. Gupta, APIO	C.E. (Investigation & Plng.) HPSEB Sundernagar	For all units under I&P S/Nagar	ceip@hpseb.com	Off: 01907-262242 Res: Fax: 01907-262242

1	2	3	4	5	6
13.	Er. R. S. Soni, APIO	C.E. (Project), HPSEB, Shimla	For entire projects	cep@hpseb.com	Off: 0177-2813166 Res: Fax: 0177-2813166
14.	Er. Naresh Chaudhary, APIO	C.E. (Design), HPSEB, Sundernagar	For entire Designs units under his control	cedesign@hpseb.com	Off: 01907-262298 Res: Fax: 01907-262298
15.	Er. A. K. Sharma, APIO	C.E. (Larji Hydel Project), Sarabai, Bhunter, Kullu	For entire Larji Hydel Project	celarji@hpseb.com	Off: 01902-265191 Res: Fax: 01905-265193
16.	Er. D. K. Gupta, APIO	Director (P&M) Elect. O/o the C.E.(P&M), HPSEB, Shimla	For Headquarter		Off: 0177-2654126 Res: 2837191 Fax: 2658984
17.	Er. O. N. Verma, APIO	S.E. O/o the MD, HPJVVNL, Shimla	In respect of the staff of HPSEB.		Off: 0177- 2625592 Res: Fax: 0177-2625592
18.	Er. D.K. Shharma, APIO	S.E. O/o the MD, PVPCL, Shimla	In respect of staff of HPSEB		Off: 0177-2622975 Res: 2670079 Fax: 2628120
19.	Sh. S. R. Mehta, APIO	Dy. C.A.O., HPSEB, Shimla-4	In r/o staff of F&A Wing, HPSEB, Shimla		Off: 0177-2655387 Res: 2652298 Fax: 0177-2801762

17. OTHER INFORMATION :

There is a Public Relations Cell of HPSEB in Vidyut Bhawan at Shimla headed by Public Relations Officer whose telephone No. is 0177-2657283. He can be contacted in connection with any kind of information related to the HPSEB are inquired for by the public.

Sd/-
Secretary,
H. P. State Electricity Board,
Shimla-171 004.